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| Job Description |

**Job Title:** River Restoration Officer or Manager (dependent upon experience/qualifications)

**Salary:**  Band £23,000 -£35,000 per annum

(subject to appointed position appointed to and level of experience)

**Contract length:** Fixed term contract – 35 hours per week for 1 year – extension likely

**Location:** Central, East or North London Home Based/Any Thames21 office

**Responsible to:** Thames21 Head of Improving Rivers

Thames21 recognises the positive value of diversity and we welcome and encourage job applications from people of all backgrounds

**Purpose of the job**

Thames21’s mission is to deliver healthy rivers in the Thames basin (both within and outside of London), this position is critical to delivering the mission. In recent years Thames21 has significantly up-scaled our planning and delivery of river restoration works and in 2020/21 we restored 5km of rivers. In the next 5 years we intend to continue to expand this work so that the rivers we work on become dynamic, re-naturalised, rich in ecology and championed by the local community. To enable this we are looking for a committed, self-motivated and technically capable River Restoration Officer or Manager depending upon the level of experience and skills of the candidates.

If you have a track record in delivering river restoration and/or habitat improvement projects, working with contractors and in partnership with multiple public and private partners you may be perfect for the Manager position. You will be technically strong in one or all areas of river restoration (woody habitat interventions, fish passage etc) and adept at managing complex budgets and reporting to funders. You will have confidence and credibility, and be able to engage and influence a variety of stakeholders.

If you have a strong interest in river/wetland ecology, have studied rivers, their restoration and have a grasp of the techniques, designs and permits which restore river and deliver healthy rivers, the Officer role might be right for you.

This role is a key position in implementing Thames21 mission and the selected candidate will be part of a dynamic and committed team. You will have the chance to add input and help develop our goals and as a key position in the organisation, how we go about delivering them.

**Main duties and responsibilities**

* Work with Thames21’s Head of Improving Rivers and local stakeholders such as catchment partnerships, councils, friends of groups etc. to develop and deliver river and wetland restoration projects throughout the areas we work.
* Develop detailed plans for the river and wetland restoration in consultation with local and expert stakeholders, meeting local needs and ecological objectives. Ensuring the necessary requirements for Construction, Design and Management (CDM) are covered as part of that process.
* Obtain all necessary permissions to deliver the projects, potentially including flood defence consent and planning permission.
* Ensure that the development and implementation of the works are well integrated into wider programmes such as catchment partnerships, evidencing and community engagement.
* Work with project partners to develop and manage tender processes for works which require the use of contractors, the tender processes will need to meet relevant requirements for project partners and funders (including CDM).
* Manage contractors to implement projects so they achieve the maximise benefits.
* In partnership with others, use a range of monitoring tools to record and quantify the impact of different activities. Ensuring this data is captured correctly and presented to the programme funder, to potential future project funders and available to other relevant parties.
* Updating Thames21 data bases and records such as ThankQ
* Support other staff in the development and delivery of restoration projects
* Input to the strategic development of Thames21’s work particularly the Improving Rivers Portfolio
* This job description cannot cover every issue or task that may arise within the post at various times and the post-holder will be expected to carry out other reasonable duties from time to time which are broadly consistent with other Thames21 activities with those in this document.

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| Person Specification |

It is essential that in your application you give evidence or examples of your proven experience in each of the following criteria including the competencies.

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| **Qualification, development & knowledge:** | **Manager** |  | **Officer** |  | **Assessed by** |
|  | **Essential** | **Desirable** | **Essential** | **Desirable** |  |
| Relevant academic or professional qualification and/or experience | √ |  |  | √ | Application |
| Ability to work well within a team | √ |  | √ |  | Application & Interview |
| An understanding of the environmental issues that face urban and rural rivers, particularly geomorphology | √ |  | √ |  | Application & Interview |
| A knowledge of Community Engagement and increasing impact and opportunities |  | √ |  | √ | Application & Interview |
| Project Management | √ |  |  | √ | Application & Interview |
| **Experience of:** |  |  |  |  |  |
| A minimum of two years project delivery experience | √ |  |  | √ | Application |
| A proven track record of successful project development and delivery | √ |  |  | √ | Application & Interview |
| Experience of organising and delivering practical activities to restore rivers | √ |  |  | √ | Application & Interview |
| Experience of working with communities to achieve their ambitions |  | √ |  | √ | Application & Interview |
| Recent experience of working with partnerships and stakeholders | √ |  |  | √ | Application & Interview |
| Experience of managing project and contractors | √ |  |  | √ | Application & Interview |
| Experience of designing, gaining consent and delivering river restoration projects | √ |  |  | √ | Application & Interview |
| Working knowledge of Construction Design and Management regulations | √ |  |  | √ |  |
| **Skills and competencies:** |  |  |  |  |  |
| Excellent verbal, written and IT skills | √ |  | √ |  | Application & Interview |
| Demonstrate an understanding of Health & Safety issues | √ |  |  | √ | Application & Interview |
| Excellent presentation skills |  | √ |  | √ | Interview |
| Comfortable working with a broad range of partners such as officers from statutory organisations, local government, the voluntary and private sectors | √ |  | √ |  | Interview |
| Comfortable working with databases to record and monitor outcomes | √ |  |  | √ | Interview |

## ADDITIONAL INFORMATION

* 25 days paid annual leave are available (pro rata) plus public holidays. In addition, the Thames21 office is closed between Christmas and New Year.
* Thames21 have a ‘auto enrol’ Work Place Pension Scheme
* Thames21 operate a flexitime system of working
* The post holder must be willing to travel sensibly throughout London.
* The post holder must be willing to work in the evening and at weekends
* The post holder may be required to have a current or agree to a Disclosure and Barring Service check.
* The post holder will agree to work to the Thames21 operating policies and codes of conduct.
* Childcare voucher scheme
* Mobile phone for company use

**Deadline for completed application forms: 7th March midnight**

**Interviews will be held on: Weeks commencing 15th and 22nd March**

Application should be by completing our application form, we do not accept CV’s . your application form should be emailed to: Michael.Heath@thames21.org.uk